



City Council Meeting

July 17, 2017 - 7:00 PM

Auburn City Hall

AGENDA

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I. CALL TO ORDER

A. **Pledge of Allegiance**

B. **Roll Call**

II. ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

III. APPOINTMENTS

IV. AGENDA MODIFICATIONS

V. CITIZEN INPUT, PUBLIC HEARINGS & CORRESPONDENCE

A. **Public Hearings**

No public hearing is scheduled for this evening.

B. **Audience Participation**

This is the place on the agenda where the public is invited to speak to the City Council on any issue. Those wishing to speak are reminded to sign in on the form provided.

C. **Correspondence**

There is no correspondence for Council review.

VI. COUNCIL AD HOC COMMITTEE REPORTS

Council Ad Hoc Committee Chairs may report on the status of their ad hoc Council Committees' progress on assigned tasks and may give their recommendation to the City Council, if any.

VII. CONSENT AGENDA

All matters listed on the Consent Agenda are considered by the City Council to be routine and will be enacted by one motion in the form listed.

A. **Minutes of the July 3, 2017 Regular City Council Meeting***

B. **Minutes of City Council Study Sessions: May 11, June 8, June 29, and September 14, 2015***

C. **Claims Vouchers (Coleman)**

Claims voucher numbers 444546 through 444958 in the amount of \$5,655,969.63 and one wire transfer in the amount of \$2,978.62 and dated July 17, 2017.

D. **Payroll Vouchers (Coleman)**

Payroll check numbers 537402 through 537432 in the amount of \$528,199.01 and electronic deposit transmissions in the amount of \$1,678,438.77 for a grand total of \$2,206,637.78 for the period covering June 29, 2017 to July 12, 2017.

E. **Public Works Project No. CP1710* (Snyder)**

City Council award Small Works Contract No. 17-17, to K&A Communications, LLC on their low bid of \$117,789.98 for Project No. CP1710, Citywide Sidewalk Repair and Improvement

F. **Facilities Contract No. 17-16* (Hinman)**

City Council approve Final Pay Estimate No. 1 to Contract No. 17-16 (Smoke/Soot Remediation, Auburn Golf Course) in the amount of \$58,642.50 and accept this project as complete.

G. **Public Works Project No. CP1617* (Snyder)**

City Council award Contract No. 17-21 to NOVA Contracting, Inc. on their low bid of \$624,030.00 plus Washington State sales tax of \$62,403.00 for a total contract price of \$686,433.00 for Project No. CP1617, Lea Hill Pressure Reducing Valve Stations project

(RECOMMENDED ACTION: City Council approve the Consent Agenda.)

VIII. **UNFINISHED BUSINESS**

IX. **NEW BUSINESS**

X. **ORDINANCES**

A. **Ordinance No. 6657* (Snyder)**

An Ordinance of the City Council of the City of Auburn, Washington, amending Sections 18.52.050, of the Auburn City Code relating to the procedures utilized for considering modification of the commercial driveway throat depth standard

(RECOMMENDED ACTION: City Council adopt Ordinance No. 6657.)

XI. **RESOLUTIONS**

A. **Resolution No. 5305* (Hinman)**

A Resolution of the City Council of the City of Auburn, Washington, adopting the 2017 Community Development Block Grant Action Plan for the Consolidated Plan Years 2015-2019

(RECOMMENDED ACTION: City Council adopt Resolution No. 5305.)

XII. **MAYOR AND COUNCILMEMBER REPORTS**

At this time the Mayor and City Council may report on their significant City-related activities since the last regular Council meeting.

A. **From the Council**

B. **From the Mayor**

XIII. ADJOURNMENT

Agendas and minutes are available to the public at the City Clerk's Office, on the City website (<http://www.auburnwa.gov>), and via e-mail. Complete agenda packets are available for review at the City Clerk's Office.

*Denotes attachments included in the agenda packet.



AGENDA BILL APPROVAL FORM

Agenda Subject:

Minutes of the July 3, 2017 Regular City Council Meeting

Date:

July 12, 2017

Department:

Administration

Attachments:

[Minutes](#)

Budget Impact:

\$0

Administrative Recommendation:**Background Summary:****Reviewed by Council Committees:****Councilmember:****Staff:**

Meeting Date: July 17, 2017

Item Number: CA.A



**CITY COUNCIL
MEETING MINUTES**

July 3, 2017 7:00 PM

I. CALL TO ORDER

A. Pledge of Allegiance

Mayor Nancy Backus called the meeting to order at 7:02 p.m. in the Council Chambers of Auburn City Hall, 25 West Main Street, and led those in attendance in the Pledge of Allegiance.

B. Roll Call

City Councilmembers present: Deputy Mayor Largo Wales, Bob Baggett, Claude DaCorsi, John Holman, Bill Peloza, Yolanda Trout-Manuel, and Rich Wagner.

Mayor Nancy Backus was in attendance, and the following department directors and staff members were also present: Parks, Arts and Recreation Director Daryl Faber, Director of Administration Dana Hinman, Finance Director Shelley Coleman, City Attorney Daniel B. Heid, Assistant Police Chief William Pierson, Innovation and Technology Director Paul Haugan, Assistant Director of Engineering Services/City Engineer Ingrid Gaub, Assistant Director of Community Development Services Jeff Tate, and City Clerk Danielle Daskam.

II. ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS

A. Proclamation – Park & Recreation Month

Mayor Backus to proclaim July 2017 as "Park and Recreation Month" in the city of Auburn.

Mayor Backus read and presented a proclamation declaring July 2017 as "Park and Recreation Month" in the city of Auburn to Parks, Arts and Recreation Director Daryl Faber. Director Faber displayed slides of "Where in Auburn" Get Your Play On game where residents play along and locate items correlating to images on a calendar.

B. Fireworks Enforcement Update

Assistant Chief of Police Pierson provided a brief update on fireworks enforcement in the city. He reported all police shifts will be at full capacity on the Fourth of July. Sixteen officers will be handling nothing but fireworks calls. Additionally, six officers will be at the Muckleshoot fireworks stands and discharge area. The Muckleshoot Indian Tribe has ensured that their discharge area will be shut down no later than 2:00 a.m. on July 5th.

III. APPOINTMENTS

There was no appointment for Council consideration.

IV. AGENDA MODIFICATIONS

Revised documents were submitted for Ordinance No. 6656 and Public Works Project Nos. CP1614 and 1701.

V. CITIZEN INPUT, PUBLIC HEARINGS & CORRESPONDENCE**A. Public Hearings**

No public hearing was scheduled for this evening.

B. Audience Participation

This is the place on the agenda where the public is invited to speak to the City Council on any issue. Those wishing to speak are reminded to sign in on the form provided

Philip Dawdy 1608 E Republic, Seattle

Mr. Dawdy spoke regarding Ordinance No. 6642. Mr. Dawdy indicated he represents KF Industries, a cannabis retailer licensed by the Washington State Liquor and Cannabis Board and looking to locate in the city of Auburn. Mr. Dawdy requested the City Council postpone action on Ordinance No. 6642 to allow additional time to review the Planning Commission's recommendation to the City Council. Mr. Dawdy stated he did not understand that the Planning Commission's recommendation included increasing the school, parks, playgrounds, and libraries buffer to a half mile. He requested additional time to review the record.

David Osgood, 210 Summit Avenue East, Seattle

Mr. Osgood, attorney for KF Investment, requested the City Council postpone action on Ordinance No. 6642. Mr. Osgood stated the Washington State Liquor and Cannabis Board licensed four

marijuana retailers for the city of Auburn. Mr. Osgood stated his clients will be the only business subject to the proposed ordinance.

James Loop, 2635 SW 335th, Federal Way

Mr. Loop stated he is a consultant for KF Industries. He spoke in favor of a special use permit for the store's proposed location.

Kirk Edwards,

Mr. Edwards, indicated he is managing partner of KF Industries. Mr. Edwards submitted petitions in support of KF Industries' proposed store location at 404 Auburn Way South. Mr. Edwards urged the Council provide a path for him to obtain a license or obtain a conditional use permit.

C. Correspondence

There was no correspondence for Council review.

VI. COUNCIL AD HOC COMMITTEE REPORTS

Councilmember Baggett, chair of the Finance ad hoc committee that reviews claims and payroll vouchers, reported he and Councilmember Wagner reviewed the payroll vouchers and electronic deposits in the approximate amount of \$2.3 million and claims vouchers and wire transfers in the amount of approximately \$1.8 for the periods June 15 to June 28, 2017 and July 3rd, respectively. The ad hoc committee recommends approval of the claims and payroll vouchers as described on the Consent Agenda.

Councilmember DaCorsi, chair of the ad hoc committee on the selection of the Deputy Mayor, reported the committee, consisting of himself and Councilmembers Trout-Manuel and Peloza, will meet next Monday, July 10, 2017. The Committee will be presenting a revised version of the Committee's recommendations at the July 10, 2017 study session.

Deputy Mayor Wales, chair of the ad hoc committee on the \$20.00 car license fee, reported the ad hoc committee met this evening at 6:00. The next meeting of the committee is scheduled for August 7, 2017 at 6:00 p.m.

VII. CONSENT AGENDA

All matters listed on the Consent Agenda are considered by the City Council to be routine and will be enacted by one motion in the form listed.

A. Minutes of the June 19, 2017 Regular City Council Meeting

- B. Minutes of the January 11, 2016 City Council Study Session
- C. Claims Vouchers
Claims voucher numbers 444328 through 444545 in the amount of \$1,177,900.75 and six wire transfers in the amount of \$608,802.68 and dated July 3, 2017.
- D. Payroll Vouchers
Payroll check numbers 537372 through 537401 in the amount of \$703,763.46 and electronic deposit transmissions in the amount of \$1,569,626.28 for a grand total of \$2,273,389.74 for the period covering June 15, 2017 to June 28, 2017.
- E. Public Works Project No. CP1613
City Council award Contract No. 17-06 to Multifacet Group, LLC. on their low bid of \$225,000.00 plus Washington State sales tax of \$22,500.00 for a total contract price of \$247,500.00 for Project No. CP1613, M&O Facility Building Roofing Replacement Project
- F. Public Works Project No. CP1701
City Council award Contract No. 17-23 to West Coast Signal, Inc., on their low bid of \$65,390.00 for Project No. CP1701, Auburn Way South Dynamic Message Sign
- G. Public Works Project No. CP1614
City Council award Contract No. 17-24 Tucci and Sons on their low bid of \$2,819,191.75 plus Washington State sales tax of \$45,185.30 for a total contract price of \$2,864,377.05 for Project No. CP1614, 2017 Local Street Reconstruction and Preservation Project
- H. Public Works Project No. CP1606
City Council approve Final Pay Estimate No. 3 to Contract No. 17-04 in the amount of \$30,338.44 and accept construction of Project No. CP1606, Auburn Teen and Community Center (H St SE Extension)

Deputy Mayor Wales moved and Councilmember Holman seconded to approve the Consent Agenda.

Councilmember Pelozo questioned the use of the sign for Project CP1701. Mayor Backus responded the sign will be permanent rather than mobile and will provide alerts regarding events and road

construction. It is a permanent sign, and the contract is for installation only.

In response to questions from Councilmember Pelosa regarding the percentage of quantities related to the final pay estimate for Project CP1606, Assistant Director/City Engineer Gaub explained the contract is a unit price contract. Staff members estimate the total quantities, but the City pays actual quantities under the contract. The amounts are within the overall contingency for the contract.

MOTION CARRIED UNANIMOUSLY. 7-0

VIII. UNFINISHED BUSINESS

There was no unfinished business.

IX. NEW BUSINESS

There was no new business.

X. ORDINANCES

A. Ordinance No. 6642

An Ordinance of the City Council of the City of Auburn, Washington, amending Sections 5.20.250, 18.07.020, 18.09.020, 18.21.010, 18.21.020, 18.21.030, 18.23.030, 18.29.050, 18.35.030, 18.42.020, 18.78.020, 18.04.120 of the Auburn City Code and creating new Sections 18.04.1001, 18.04.1003, 18.04.1005, 18.04.1007, 18.04.1009, 18.04.1011, 18.04.1013, 18.04.1015, 18.04.1017, 18.04.1019, 18.04.1021, 18.04.1023, 18.04.1025, 18.04.1027, 18.04.1029, 18.76.046 and a new Chapter 18.59 of the Auburn City Code relating to marijuana businesses, and repealing the moratorium established by Ordinance No. 6613

Deputy Mayor Wales moved and Councilmember Holman seconded to adopt Ordinance No. 6642.

Deputy Mayor Wales questioned the number of marijuana retail stores recommended by the Planning Commission and whether the address, 404 Auburn Way South, is within one of the zoning designations that would permit marijuana retailers.

Assistant Director of Community Development Services Tate stated the Planning Commission's recommendation includes permitting up to four marijuana retailers in Auburn.

Assistant Director Tate stated the Planning Commission's recommendation also includes limiting marijuana related activities to three zoning designations: C-3, M-1 and M-2 zone. The address, 404 Auburn Way South, is in the Downtown Urban Center zone, and is a prohibited use in the Downtown Urban Center zone.

Assistant Director Tate added the Planning Commission held three separate meetings where staff and the Planning Commission discussed marijuana related businesses. The Planning Commission deliberated on a staff recommendation and ultimately modified the staff recommendation. The Planning Commission also held a public hearing on June 6, 2017, at which time the Commission took public testimony and deliberated and voted on its recommendations.

Assistant Director Tate stated the proposed ordinance contains an expanded list of uses that require separation from a marijuana related activity. The Planning Commission also recommended increasing the distance separations between marijuana related activities and other types of uses and activities. The recommendation includes a 2,640 foot (1/4 mile) separation from some types of uses and a 1,320 foot (1/4 mile) separation from other types of uses.

In response to a question from Councilmember Peloza, Assistant Director Tate reported the Planning Commission recommended Option 2 for buffer/separation requirements/distances, which includes a 2,640 foot (1/4 mile) separation from some types of uses and a 1,320 foot (1/4 mile) separation from other types of uses.

Councilmember DaCorsi inquired about the status of the third retail marijuana business. Mayor Backus advised the third retail business has not opened. Councilmember DaCorsi inquired whether the proposed location of the third retail business on Auburn Way North is in a permitted zoning designation. Assistant Director Tate recalled the location is in a C-3 zone, but he is unsure whether their proposed location meets the separation requirements or not.

Councilmember Wagner inquired what uses SF Industries would be in violation because of the required separation should they locate at 404 Auburn Way South. Assistant Director Tate stated the site at 404 Auburn Way South is in the Auburn Downtown Urban Center and backs up to a residential neighborhood. The proposed

use is prohibited outright in the Downtown Urban Center regardless of geographic separation distances.

Councilmember Baggett inquired regarding the possibility of a conditional use permit. Assistant Director Tate stated the Planning Commission recommendation does not identify marijuana businesses, including retail marijuana, as a conditionally allowed use in the Downtown Urban Center zone.

In response to questions from Deputy Mayor Wales, Assistant Director Tate advised no permits are on file for renovations at 404 Auburn Way South for the retail marijuana business, but not every business needs to obtain permits. Staff believe there are areas in the city where marijuana retail could be sited, but he is unsure whether there are vacant sites.

Assistant Director Tate advised the state separation standards contained in the Washington Administrative Code do not include separation distance to residential areas.

City Attorney Heid directed the Council to Attorney General Opinion 2014 No. 2 and noted other jurisdictions that have added protected uses and some have prohibited marijuana businesses entirely.

Councilmember DaCorsi expressed concern with the ordinance and indicated he would not support it.

MOTION CARRIED. 5-2 Councilmembers Baggett and Dacorsi voted no.

B. Ordinance No. 6656

An Ordinance of the City Council of the City of Auburn, Washington, amending Ordinance No. 6621, the 2017-2018 Biennial Budget Ordinance, as amended by Ordinance No. 6646, authorizing amendment to the City of Auburn 2017-2018 Budget as set forth in Schedule "A" and Schedule "B"

Deputy Mayor Wales moved and Councilmember Baggett seconded to adopt Ordinance No. 6656.

Ordinance No. 6656 was reviewed at the June 26th Study Session.

MOTION CARRIED UNANIMOUSLY. 7-0

XI. RESOLUTIONS

A. Resolution No. 5295

A Resolution of the City Council of the City of Auburn, Washington, authorizing the Mayor to execute a contract between the City of Auburn and the City of Pacific for decant facilities usage

Councilmember Holman moved and Councilmember DaCorsi seconded to adopt Resolution No. 5295.

Resolution No. 5295 was discussed at the June 26th Study Session.

MOTION CARRIED UNANIMOUSLY. 7-0

B. Resolution No. 5303

A Resolution of the City Council of the City of Auburn, Washington, approving the Interlocal Cooperative Agreement between the Washington State Patrol, Pierce County Sheriff's Office, King County Prosecutor's Office, and the municipalities of Auburn, Bonney Lake, Federal Way, Lakewood, Tacoma and Tukwila for the creation of the Puget Sound Auto Theft Task-Force

Deputy Mayor Wales moved and Councilmember Holman seconded to adopt Resolution No. 5303.

In response to comments from Councilmember Wagner, City Attorney Heid stated standard penalties are set by law and penalties are set by the court. Councilmember Wagner stated he hopes the task force would advocate in the legislature for appropriate penalties.

MOTION CARRIED UNANIMOUSLY. 7-0

XII. MAYOR AND COUNCILMEMBER REPORTS

A. From the Council

Deputy Mayor Wales reminded that the Fourth of July celebration will be held at Les Gove Park. Deputy Mayor Wales reported she met with a representative from MultiCare who is working on establishing the Allenmore Regional Hospital for Behavioral Health in Tacoma. Deputy Mayor Wales stated she has asked for a list of

those agencies who will be contributing to the cost for establishing the hospital.

Councilmember DaCorsi reported he attended the annual Association of Washington Cities (AWC) Conference in Vancouver, Washington, where he participated as a member of the AWC's Federal Legislative Priorities Committee. The 2016-2017 Federal Legislative Priorities include: closing the online sales tax loophole, protecting municipal bonds by resisting efforts to remove the federal tax exemption for municipal bonds; maintaining the Community Development Block Grant program and restoring funding at its prior levels, investment in infrastructure, and support for safe communities.

Councilmember Holman reported he attended the Association of Washington Cities (AWC) Conference in Vancouver. He attended several sessions including: Chaos to Communication – How to Navigate the World of News Both Real and Fake, Building Relationships with Tribal Neighbors, Innovative Community Engagement Techniques, and Safety in Public Facilities. Councilmember Holman noted that Councilmember Claude DaCorsi was elected as a state board member of AWC. Councilmember Holman also reported that he recently spoke at the White River Buddhist Temple on community engagement and local government relations. Councilmember Holman announced the White River Buddhist Temple's Bon O'dori event will be held July 22nd. Councilmember Holman also reported on his attendance at the community picnic at Pioneer Elementary and a meeting with representatives from US Aviation who are looking for a west coast location for a flight training school.

Councilmember Baggett reported he attended the Association of Washington Cities (AWC) Conference in Vancouver, where he attended substantial training sessions on subjects affecting all facets of government and issues.

Councilmember Trout-Manuel reported on her attendance at the Association of Washington Cities (AWC) Conference in Vancouver where she toured Vancouver's Main Street and the development that has occurred there.

Councilmember Pelosa reported on his attendance at the National League of Cities Conference (NLC) in Cleveland, Ohio. Councilmember Pelosa reported the NLC instituted a dues

increase, and he attended sessions on economic development, public safety and infrastructure, and energy, environment and natural resources. NLC members were urged to challenge the proposed federal funding cuts, particularly any cuts to the Community Development Block Grants. Councilmember Pelozo also reported on his attendance at the Metropolitan Water Pollution Abatement Advisory Committee meeting.

B. From the Mayor

Mayor Backus reported the Lakeland neighborhood's quarterly newsletter reports that a Mod Pizza, a new Taco Time and a new gas station will locate in the Lakeland Town Center area. Mayor Backus reported on community picnics at Game Farm Park and at Pioneer Elementary. Mayor Backus reported on her attendance at an inter-faith roundtable at Auburn Library where participants discussed the heroin and opioid epidemic and the READY Program. Mayor Backus also reported on the Town Hall meeting regarding the heroin and opioid epidemic held at Auburn Avenue Theater. Mayor Backus assured Council there will not be a safe injection site in Auburn. Other activities reported on by Mayor Backus included: Auburn Kids Day, the Auburn Lions Club installation, the swearing in of Auburn's newest police officer Kyle Acito, Gildo Rey Elementary families appreciation ceremony, Scamp Brewing's grand opening and Geaux Brewing's soft opening. Mayor Backus noted the passing of David A. Clark, architect, who specialized in municipal buildings, including the Auburn Golf Course Clubhouse and renovation of the Council Chambers. Mayor Backus extended congratulations to Debbie Christian and family on the arrival of her new grandson. Mayor Backus reminded citizens to be mindful of their safety, their neighbors, and pets during their celebration of Independence Day tomorrow.

XIII. ADJOURNMENT

There being no further business to come before the Council, the meeting adjourned at 8:28 p.m.

APPROVED THE _____ DAY OF JULY, 2017.

NANCY BACKUS, MAYOR

Danielle Daskam, City Clerk

City Council agendas and minutes are available to the public at the City Clerk's Office, on the City website, and via e-mail. Complete agenda packets are available for review at the City Clerk's Office.

Internet: <http://www.auburnwa.gov>



AGENDA BILL APPROVAL FORM

Agenda Subject:

Minutes of City Council Study Sessions: May 11, June 8, June 29, and September 14, 2015

Date:

July 3, 2017

Department:

Administration

Attachments:

[May 11, 2015 Minutes](#)

[June 8, 2015 Minutes](#)

[June 29, 2015 Minutes](#)

[Minutes](#)

Budget Impact:

\$0

Administrative Recommendation:**Background Summary:****Reviewed by Council Committees:****Councilmember:**

Meeting Date: July 17, 2017

Staff:

Item Number: CA.B



City Council Study Session
May 11, 2015 - 5:30 PM
Auburn City Hall
MINUTES

I. CALL TO ORDER

Deputy Mayor Holman called the meeting to order at 5:30 p.m. in the Council Chambers at Auburn City Hall, 25 West Main Street in Auburn.

A. Roll Call

City Councilmembers present: Deputy Mayor Holman, Rich Wagner, Bill Peloza, Largo Wales, Wayne Osborne, Claude DaCorsi and Yolanda Trout.

City officials and staff members present included: Mayor Nancy Backus, City Attorney Daniel B. Heid, Police Chief Bob Lee, IT Operations Manager Ashley Riggs, IT Customer Support Manager Reba Stowe, Urban Design Planner Lauren Flemister, Assistant Director of Engineering and City Engineer Ingrid Gaub, Assistant Director of Community Development Jeff Tate, Public Affairs and Marketing Liaison Dana Hinman, Director of Parks, Arts and Recreation Daryl Faber, Economic Development Manager Doug Lein, Traffic Engineer James Webb and City Clerk Danielle Daskam.

II. Announcements, Reports, and Presentations

- A. Green River College's Capital Project, Aviation Trades Building - 15 Minute Presentation / 5 Minute Q&A
Dr. Eileen Ely, President of Green River College
Sam Ball, Director of Capital Projects for Green River College

Dr. Ely introduced Sam Ball who presented Council with a PowerPoint on the new Green River College facility on D Street near Lowe's. The new site is being developed by Latitude Development. The building will be 30,000 square feet and will house the Aviation Program along with the Washington Environmental Training Center, the Washington Certification Center, the Adult Basic Education classroom, the General Education classroom, a small business assistance center, and a student affairs office. The site will be completely developed the end of June 2015. Green River College will start construction in July and the project is scheduled to be completed in June 2016 with classes being held at this location the fall of 2016. The estimated construction cost is \$10 million with a total project cost of \$20 million.

III. AGENDA ITEMS FOR COUNCIL DISCUSSION

- A. Urban Design Presentation - 15 Minute Presentation /15 Min Q&A (Flemister)

Urban Design Planner Flemister provided Council with a presentation on Urban Design. She explained it is an interdisciplinary field that unites all the built environmental professions, including urban planning, landscape architecture, architecture, civil engineering and municipal engineering. Urban Design is the coming together of the different systems and how they work together. She explained one can see the scales of urban design by region, neighborhood, and blocks; and gives form, shape, and character to groups of buildings, whole neighborhoods, and regions. The goal is about making connections between people and places, movement and urban form, nature and the built fabric drawing together the many strands of placemaking, environmental stewardship, social equity, and economic viability.

Councilmember Wagner encouraged staff to spend more time on economic viability; for example, does a wider sidewalk have an economic advantage.

Urban Design Planner Flemister stated the Façade Improvement Program has \$200,000.00 available for façade improvement grants with special emphasis on Main Street and the Business Improvement Area. There is also historic preservation and funding available for rehabilitation.

Councilmember Osborne asked about the Comprehensive Plan amendments that are required to move forward with this project. Urban Design Planner Flemister stated staff are currently working on this process and will be done around the end of 2015.

B. 2016-2021 Transportation Improvement Plan Update - 10 Min Presentation/10 Min Q&A (Para)

Traffic Engineer Webb presented Council with the annual update of the Transportation Improvement Plan (TIP). The primary importance of the TIP is that, in most instances, projects must be included on the TIP to be eligible for state and federal grant programs. The TIP identifies secured or reasonably expected revenues and expenditures for each of the projects included in the TIP. Typically, projects listed in the first three years of the document are shown as having secured funding while projects in years 4, 5, and 6 can be partially or completely un-funded. He reviewed the projects to be added and removed from the updated TIP. The projects that have been removed are completed.

Council reviewed the various projects that have been added to the 2016-2021 TIP.

C. 10-Year Economic Development Strategic Plan RFP - 15 Minute Presentation /15 Min Q&A (Lein/Tate)
Overview briefing of the DRAFT 10-Year Economic Development Strategic Plan Request for Proposals.

Economic Development Manager Lein and Assistant Director Tate provided Council with a draft Request for Proposals (RFP) for a 10-year Economic Development Strategic Plan. Manager Lein explained the components the Economic Development Strategic Plan will consider.

Assistant Director Tate explained the strategies and action items that went into the RFP. He explained the Economic Development Strategic Plan will move past the policy level into the strategic planning of economic development. They also reviewed the implementation schedule for the Strategic Plan.

Councilmember Wagner requested additional focus on the global trade aspect.

Councilmember Osborne requested staff ensure the Comprehensive Plan is updated to match the adopted Economic Development Strategic Plan.

IV. OTHER DISCUSSION ITEMS

Deputy Mayor Holman reminded everyone that June 5th is the 124th Birthday Celebration for the City of Auburn and June 7th is the opening day of the Auburn International Farmers Market.

V. ADJOURNMENT

There being no further discussion, the meeting adjourned at 7:11 p.m.

APPROVED this ____ day of _____, 2017.

LARGO WALES, DEPUTY MAYOR

Danielle Daskam, City Clerk



City Council Study Session
June 8, 2015 - 5:30 PM
Auburn City Hall
MINUTES

I. CALL TO ORDER

Deputy Mayor Holman called the meeting to order at 5:30 p.m. in the Council Chambers at Auburn, City Hall, 25 West Main Street in Auburn.

A. Roll Call

City Councilmembers present: Deputy Mayor Holman, Rich Wagner, Bill Pelosa, Largo Wales, Wayne Osborne, Claude DaCorsi and Yolanda Trout.

City officials and staff members present included: Mayor Nancy Backus, City Attorney Daniel B. Heid, Community Development and Public Works Director Kevin Snyder, Assistant Director of Engineering and City Engineer Ingrid Gaub, Assistant Director of Community Development Services Jeff Tate, Assistant City Engineer Jacob Sweeting, Chief of Police Bob Lee, Public Affairs and Marketing Manager Dana Hinman, Parks, Art and Recreation Director Daryl Faber, IT Operations Manager Ashley Riggs, IT Customer Support Manager Reba Stowe, and City Clerk Danielle Daskam.

II. Announcements, Reports, and Presentations

Deputy Mayor Holman thanked Councilmember Osborne for serving as interim Deputy Mayor.

III. AGENDA ITEMS FOR COUNCIL DISCUSSION

A. Public Works Project No. CP1412 - Auburn Community and Youth Center Project - 15 Minute Presentation / 15 Minute Q & A (Sweeting)

Assistant City Engineer Sweeting and Mr. Lockting presented Council with an update on the Teen Center and Community Center. The final design presentation included visuals of final design products, reviewed exterior elevations, and the interior perspective. The Council viewed a virtual walk through for both the Teen Center and the Community Center.

Director Snyder reminded Council the history of this project. He noted the project is on time and on budget.

B. Recreational Vehicles as Dwelling Units - 15 Minute Presentation / 15 Minute Q & A (Tate)

Review and discuss Auburn City Code (ACC) Chapters 18.07 and 18.46A relating to Recreational Vehicles (RV) and Temporary Use Permits associated with Recreational Vehicles

Assistant Director Tate presented Council with the proposed code changes regarding recreational vehicles as dwelling units. He explained the Auburn City Code is silent on the issue. The Planning Commission has had a discussion on the use of recreation vehicles as dwelling units. City staff plan

to move forward to the Planning Commission for their consideration a recommendation that prohibits using recreational vehicles as dwelling units with exceptions for temporary use permits. One concern the Planning Commission is considering is the prohibition may increase homelessness.

Councilmember Wales stated she is concerned about an increase in homelessness. She is in favor of allowing additional uses for the homeless.

Councilmember Osborne asked about King County's position and allowances. Assistant Director Tate stated King County has additional allowances.

IV. OTHER DISCUSSION ITEMS

There was no other discussion items.

V. ADJOURNMENT

There being no further business before the Council, the meeting adjourned at 6:46 p.m.

APPROVED this ____ day of _____, 2017.

LARGO WALES, DEPUTY MAYOR

Danielle Daskam, City Clerk



City Council Study Session
June 29, 2015 - 5:30 PM
Auburn City Hall
MINUTES

I. CALL TO ORDER

Deputy Mayor Holman called the meeting to order at 5:30 p.m. in the Council Chambers at Auburn City Hall, 25 West Main Street in Auburn.

A. Roll Call

City Councilmembers present: Deputy Mayor Holman, Rich Wagner, Bill Peloza, Largo Wales, Wayne Osborne and Claude DaCorsi. Councilmember Yolanda Trout arrived at 5:56 p.m.

City officials and staff members present included: Mayor Nancy Backus, City Attorney Daniel B. Heid, Assistant Police Chief William Pierson, IT Customer Support Manager Reba Stowe, Urban Design Planner Lauren Flemister, Assistant Director of Engineering and City Engineer Ingrid Gaub, Assistant Director of Community Development Jeff Tate, Assistant City Engineer Jacob Sweeting, Capital Projects Manager Ryan Vondrak, Public Affairs and Marketing Liaison Dana Hinman, Finance Director Shelley Coleman and City Clerk Danielle Daskam.

II. AGENDA ITEMS FOR COUNCIL DISCUSSION

A. Main Street Urban Design Consultant Introduction & Project Status – SvR Design Company (15 Minute Presentation/15 Minute Q&A) (Snyder)

Main Street Urban Design Consultant, SvR Design Company, will introduce themselves and their work on the Main Street Urban Design project.

Brice Maryman, Landscape Architect and Project Manager with SvR, Katie Idziorek, Urban Designer with Via Architecture and Peg Staeheli, Landscape Architect with SvR presented a PowerPoint to Council to review the Main Street Urban Design Study project goals, share their preliminary observations and potential opportunities that SvR sees for the Auburn Downtown area. Mr. Maryman explained the City has a lot of positive attributes, such as the legacy businesses, the public sector improvement and the downtown sculptures. The City also has some challenges such as the old river pathways that make the ground underneath the streets and crosswalks subside some. The SvR teams have been meeting with community members and discussing ways the community want the

downtown area to grow.

Councilmember Wagner stated he wants to ensure the design encourages people to linger and spend time in the downtown area without encouraging loitering.

Councilmember DaCorsi asked what the consultants have found that people want downtown. Ms. Staeheli responded people need more reason to stay downtown when they are there, such as programming and fun and interesting businesses and restaurants.

Councilmember Wales stated when they are planning programming in the downtown area there needs to be consideration for the multi-generational aspect. The City needs to be more walkable.

Deputy Mayor Holman requested the development team ensure to honor the history of the river in our community.

B. 2015 Capital Project Status Review (20 Minute Presentation/10 Minute Q&A) (Snyder)

Assistant City Engineer Sweeting and Capital Projects Manager Vondrak presented Council with the 2015 Capital Project Status Report. Engineer Sweeting stated the City has completed \$13.5 million in projects. The City has another \$27.5 million worth of projects in construction, \$14 million that are out to bid and \$5 million are in design.

Engineer Sweeting and Manager Vondrak demonstrated the new GIS tool to preview the projects that are under construction starting with Project CP1308, the BNSF Utility Line Crossing. They reviewed each project on the list and discussed the status of each project.

Councilmember Trout asked when Projects CP1118 and CP1119, the Auburn Way South Improvements, will be completed. Engineer Sweeting said this project should be completed by the end of 2015.

Councilmember Pelosa asked about the B Street NE Plaza. Assistant Director Gaub stated this project is not identified in the current Save Our Streets project list. The City is working on the street selection for this area currently, but the staff will want to wait until the consultants make their recommendations for the downtown area before making improvement to the B Street Plaza. The B Street Plaza will be a part of the overall downtown area improvements.

Councilmember Osborne asked about the Fulmer Field Well Project. Assistant Director Gaub stated the City has completed the initial analysis and is currently working with the consultant to come up what it will take to put the two stations back online. Once they have

completed the analysis, staff will come back to Council with a full report.

III. OTHER DISCUSSION ITEMS

Councilmember Wagner said he wants an update on the Airport Master Plan. He would like to ensure the Airport Master Plan includes economic development.

Councilmember Osborne stated the City needs to utilize the wayfinding signs and kiosks already installed in the downtown area.

IV. EXECUTIVE SESSION

At 5:32 p.m. and immediately following roll call, Deputy Mayor Holman recessed the meeting to executive session for approximately ten minutes in order to discuss pending/potential litigation. City Attorney Heid, Assistant Director Gaub and Finance Director Coleman attended the executive session. No action was anticipated following the executive session.

Deputy Mayor Holman reconvened the meeting at 5:44 p.m.

V. ADJOURNMENT

There being no further business to come before the Council, the meeting adjourned at 6:57 p.m.

APPROVED THE _____ DAY OF _____, 2017.

LARGO WALES, DEPUTY MAYOR

Danielle Daskam, City Clerk



City Council Study Session
September 14, 2015 - 5:30 PM
Auburn City Hall
MINUTES

I. CALL TO ORDER

Deputy Mayor Holman called the meeting to order at 5:30 p.m. in the Council Chambers at Auburn City Hall, 25 West Main Street in Auburn.

A. Roll Call

City Councilmembers present: Deputy Mayor Holman, Rich Wagner, Bill Peloza, Largo Wales, Wayne Osborne, Claude DaCorsi and Yolanda Trout.

City officials and staff members present included: Mayor Nancy Backus, City Attorney Daniel B. Heid, Community Development and Public Works Director Kevin Snyder, Assistant Director of Engineering and City Engineer Ingrid Gaub, Assistant Director of Community Development Services Jeff Tate, Urban Design Planner Lauren Flemister, Chief of Police Bob Lee, Director of Administration Dana Hinman, and City Clerk Danielle Daskam.

II. AGENDA ITEMS FOR COUNCIL DISCUSSION

A. Main Street Urban Design Project - Initial Design Concepts Presentation (30 Minute Presentation/10 Minute Q&A) (Snyder)

Urban Design Planner Flemister provided a brief status update on the Main Street Urban Design Project. She stated they are now at the end of the data collection process and ready to begin design. Staff wanted to check in with Council to confirm they are headed in the right direction.

SVR Consultant Brice Maryman stated when they presented to Council last they were in the initial process. The design committee hosted a Design Charrette with the community to share the goals of the Main Street Urban Design Project. The group has developed an overriding question of "How can Main Street help the downtown survive". He explained there are many benefits to the downtown area, such as a grocery store, living space, businesses, medical care, easy connections regional job centers, a performing arts and great schools. People value the downtown as it is. The goal is to update and upgrade the area. The various stakeholders have to be in the design process to ensure the final product meets the needs of all those involved. One component that has to be addressed is the

need for human services in the downtown area. The design committee reviewed the two design alternatives including the benefits and challenges of each proposal. They discussed the plaza parks and suggested light interventions and programming along with the B Street Plaza and the D Street Plaza as an area for art gateways, green gateways and to shorten crossings.

Councilmember Wales stated she wants to see a unified Main Street with one downtown. She asked if the design group looked at removing parking from the downtown area. Director Snyder stated the requirement to the design group was to find a balance between pedestrians and on street parking.

Councilmember Wagner stated he is opposed to one-way streets.

Mr. Maryman stated he believes two-way streets are better for this area, but there may be a block or two where there may be value in having one way streets.

B. System Development Charges (SDCs) - Annual Review(10 Minute Presentation/5 Minute Q&A) (Snyder)

Utilities Engineer Manager Tobin presented to Council the annual review of the System Development Charges (SDC). She stated the Council requested an annual review of the SDC's when they approved new rates last year. The SDC's help fund expansions and upgrades of water, sewer and storm utilities. The rates are tied to Engineering New Record Construction Cost Index (CCI). This index tracks the local material and labor costs. If those costs change then there may need to be a change in the SDC's to cover the costs of City projects. Over the past year the Seattle CCI has increased by 2.4% therefor staff is recommending Council consider increasing the SCD's for water, sewer and storm by 2.4%.

C. Transit Service Partnership Renewal (Route 910) (5 Minute Presentation/5 Minute Q&A) (Snyder)

Assistant Director Gaub and Transportation Manager Para presented Resolution No. 5167 to Council. The proposed resolution is an extension of the Transit Service Agreement for Route 910. The current agreement will expire in October. The proposed extension is for 5 years. The estimated cost is \$145,000 in 2016.

Councilmember Wagner asked about the difference in cost estimates. Transportation Manager Para stated the increase is primarily due to cost-of-living increases.

D. Right-of-Way Standards (20 Minute Presentation/30 Minute Q&A) (Snyder)

Assistant Director Gaub and Transportation Manager Para presented the City's current right-of-way standards. The width of city right-of-way can vary from 87 feet down to 50 feet depending on the road classification. The road classification is set during the comprehensive planning process. Assistant Director Gaub explained the City is going to review the road standards in 2016.

Councilmember Osborne asked whether a road that was residential could become a major arterial as the City grows. Transportation Manager Para explained the City transportation plan takes these things into account and would likely not happen.

E. Right-of-Way Vacation Policy (10 Minute Presentation/15 Minute Q&A) (Snyder)

Assistant Director Gaub and Transportation Manager Para presented Council with the Right-of-way Vacation Policy. Assistant Director Gaub explained the former policy provided if the City had purchased the right-of-way, the City would charge the developer for the value of the property. If the City had not purchased the right-of-way, the City would not charge for the value of the land. The Code states if the land has been in public ownership for more than 25 years, the City can charge for the land value. If it has been in public ownership for less than 25 years and the City has spent money on maintaining or improving the right-of-way, the City can charge for the value of the right-of-way.

Councilmember Wales asked how the property value is determined. Assistant Director Gaub stated if the County Assessor office states the value of the property is more than \$2,000.00, the City can ask the applicant to have an appraisal of the right-of-way. If the City has concerns regarding the appraised value, the City has the right to perform a review appraisal at the City's expense.

Councilmember Holman asked what the City can use the money for. Assistant Director Gaub stated at least 50 percent of the funds go towards transportation improvements or public open spaces.

III. OTHER DISCUSSION ITEMS

Councilmember Pelosa requested a briefing on Auburn Police Department's six districts and bike patrols.

IV. ADJOURNMENT

There being no further discussion, the meeting adjourned at 7:02 p.m.

APPROVED this _____ day of _____, 2017.

LARGO WALES, DEPUTY MAYOR

Danielle Daskam, City Clerk



AGENDA BILL APPROVAL FORM

Agenda Subject:

Claims Vouchers

Date:

July 12, 2017

Department:

Finance

Attachments:

No Attachments Available

Budget Impact:

\$0

Administrative Recommendation:

City Council approve the claims vouchers.

Background Summary:

Claims voucher numbers 444546 through 444958 in the amount of \$5,655,969.63 and one wire transfer in the amount of \$2,978.62 and dated July 17, 2017.

Reviewed by Council Committees:**Councilmember:****Staff:**

Coleman

Meeting Date: July 17, 2017

Item Number: CA.C



AGENDA BILL APPROVAL FORM

Agenda Subject:

Payroll Vouchers

Date:

July 12, 2017

Department:

Finance

Attachments:

No Attachments Available

Budget Impact:

\$0

Administrative Recommendation:

City Council approve payroll vouchers.

Background Summary:

Payroll check numbers 537402 through 537432 in the amount of \$528,199.01 and electronic deposit transmissions in the amount of \$1,678,438.77 for a grand total of \$2,206,637.78 for the period covering June 29, 2017 to July 12, 2017.

Reviewed by Council Committees:**Councilmember:****Staff:**

Coleman

Meeting Date: July 17, 2017

Item Number: CA.D



AGENDA BILL APPROVAL FORM

Agenda Subject:

Public Works Project No. CP1710

Date:

July 10, 2017

Department:

CD & PW

Attachments:

[Budget Status Sheet](#)

[Bid Tab Summary](#)

[Vicinity Map](#)

Budget Impact:

\$0

Administrative Recommendation:

City Council award Small Works Contract No. 17-17, to K&A Communications, LLC on their low bid of \$117,789.98 for Project No. CP1710, Citywide Sidewalk Repair and Improvement.

Background Summary:

The City received (2) responsible bids and the low bid was approximately 19% below the engineer's estimate. Staff has performed reference checks and other verifications to determine that K&A Communications, LLC meets the responsible bidding criteria and recommends award.

This project will add sections of sidewalk that are missing from the pedestrian network, reconstruct sections of existing sidewalk, add new and reconstruct existing curb ramps to meet ADA standards, and reconstruct existing driveways.

Project construction is expected to begin in August 2017 and be completed by October 2017.

A project budget contingency of \$62,152.00 remains in the 328 Capital Improvements Fund.

Reviewed by Council Committees:**Councilmember:****Staff:**

Snyder

Meeting Date: July 17, 2017

Item Number: CA.E

BUDGET STATUS SHEET

Project No: CP1710

Project Title: 2017 Citywide Sidewalk Repairs and Improvement Project

Project Manager: Aleksey Koshman

Initiation Date: 3/17/2017

Advertisement Date: 6/22/2017

Award Date: 7/17/2017

- ☐ Project Initiation/PMP

☐ Permission to Advertise

☒ Contract Award

☐ Change Order Approval

☐ Contract Final Acceptance

Date: July 10, 2017

Funds Budgeted (Funds Available)

Funding	Prior Years	2017	2018	Total
328 Fund - Capital Improvement Fund		204,000		204,000
001 Engineering General Fund		50,000		50,000
Total		254,000		254,000

Estimated Cost (Funds Needed)

Activity	Prior Years	2017	2018	Total
Design Engineering - City Costs*		30,000		30,000
Construction Contract Bid		117,790		117,790
Authorized Construction Contingency		23,558		23,558
Other - Permitting		500		500
Construction Engineering - City Costs		20,000		20,000
Total		191,848		191,848

328 Capital Improvements Fund Budget Status

	Prior Years	2017	2018	Total
*328 Funds Budgeted ()		(204,000)		(204,000)
328 Funds Needed		141,848		141,848
*328 Fund Project Contingency ()	0	(62,152)	0	(62,152)
328 Funds Required	0	0	0	0

* (#) in the Budget Status Sections indicates Money the City has available.

001 Engineering General Fund Budget Status

	Prior Years	2017	2018	Total
*001 Funds Budgeted ()		(50,000)		(50,000)
001 Funds Needed		50,000		50,000
*001 Fund Project Contingency ()	0	0	0	0
001 Funds Required	0	0	0	0

* (#) in the Budget Status Sections indicates Money the City has available.

**BID TABULATION
BID TOTALS SUMMARY**

Project Name: CP1710, 2017 Citywide Sidewalk Repair and Improvement, Contract 17-17

Prepared by: City of Auburn

Bid Date: 7/6/17

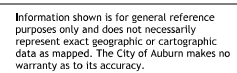
ENGINEER'S ESTIMATE:	\$	145,115.00			
AVERAGE BASIC BID AMOUNT:	\$	120,954.49			
BASIC BID SPREAD AMOUNT:	\$	6,329.02	Basic BID Amount	Spread \$	Spread %

LOW BIDDER:	K & A Communications, LLC	\$	117,789.98	-\$27,325.02	-18.83%
Second Bidder:	Asphalt Patch Systems, Inc.	\$	124,119.00	-\$20,996.00	-14.47%

Total BID (No Tax Applicable)

K & A Communications, LLC	\$	117,789.98
Asphalt Patch Systems, Inc.	\$	124,119.00

NOTE: An evaluation of whether a bidder is responsible or non-responsible was only made for the low bidder. This does not indicate, one way or the other, how other bidders would be considered if they were the low bidder.





AGENDA BILL APPROVAL FORM

Agenda Subject:

Facilities Contract No. 17-16

Date:

July 11, 2017

Department:

Administration

Attachments:

[Final Pay Estimate No. 1](#)

Budget Impact:

\$0

Administrative Recommendation:

City Council approve Final Pay Estimate No. 1 to Contract No. 17-16(Smoke/Soot Remediation, Auburn Golf Course) in the amount of \$58,642.50 and accept this project as complete.

Background Summary:

The purpose of this project was to conduct smoke and soot damage remediation work at the Golf Course Clubhouse Building after damage was discovered from an improperly vented natural gas fire place that is located in the Grand Foyer.

This project included, but was not limited to, wiping down all surfaces, HVAC and duct cleaning of 6 units, replacement of ceiling tiles, carpet cleaning, and painting.

Completion of the Base Contract - \$47,700.00

Completion of CO#01 Carpet Cleaning - \$2,750.00

Completion of CO#2 Prime/Paint Ceiling Grid - \$5,400.00

Washington State Sales Tax at \$10.00% - \$5,585.00

The total contract amount is \$61,435.00, and is being funded through an insurance claim.

Reviewed by Council Committees:**Councilmember:****Staff:**

Hinman

Meeting Date: July 17, 2017

Item Number: CA.G



NORTHWEST ABATEMENT SERVICES, I
PO BOX 39220
LAKEWOOD WA 98496-0220
(253) 588-0440

INVOICE

Invoice No: 5122-01
Date: 6/29/2017
Due Date: 7/29/2017
Customer Number: CITYAUB
Cust. Order # 17-16
Cust. Job # 17-16

Bill To: CITY OF AUBURN
25 WEST MAIN ST.

AUBURN WA 98001

Description: SMOKE/SOOT REM. AUB GOLF MIT
AUBURN GOLF COURSE
29630 GREEN RIVER RD.
AUBURN WA 98092

Description of Work Completed	Extended Price
100% COMPLETE OF THE BASE CONTRACT	47,700.00
100% COMPLETE CO#01- CARPET CLEANING	2,750.00
100% COMPLETE CO#02- PRIME/PAINT CEILING GRID	5,400.00

Original Contract Amount:	47,700.00
Change Orders:	8,150.00
Revised Contract Amount:	55,850.00
100.00 % Complete:	55,850.00
Less Previous Billings:	0.00
Less Retainage:	2,792.50

Terms: DUE UPON RECEIPT

Subtotal:	53,057.50
Sales Tax:	5,585.00

CA.G

Amount Due Now: 58,642.50
Page 39 of 84



AGENDA BILL APPROVAL FORM

Agenda Subject:

Public Works Project No. CP1617

Date:

July 12, 2017

Department:

CD & PW

Attachments:

[Budget Status Sheet](#)

[Bid Tab Summary](#)

[Vicinity Map](#)

Budget Impact:

\$31,039.00

Administrative Recommendation:

City Council award Contract No. 17-21 to NOVA Contracting, Inc. on their low bid of \$624,030.00 plus Washington State sales tax of \$62,403.00 for a total contract price of \$686,433.00 for Project No. CP1617, Lea Hill Pressure Reducing Valve Stations project.

Background Summary:

The City received 5 responsive bids and the low bid was approximately 1% above the engineer's estimate. Staff has performed reference checks and other verifications to determine that NOVA Contracting, Inc. meets the responsible bidding criteria and recommends award.

The purpose of this project is to replace 5 existing Pressure Reducing Valve (PRV) stations in the Lea Hill water service area that have reached or are near the end of their service life and replace them with 3 new PRV stations. The project construction is expected to begin in August 2017 and be completed by November 2017.

Budget Considerations:

The total anticipated project costs exceed the currently budgeted funds in the 460 Water fund by \$31,039.00. The attached budget status sheet reflects a \$31,039.00 project budget increase that is included in Budget Amendment #3.

Reviewed by Council Committees:**Councilmember:****Staff:**

Snyder

Meeting Date: July 17, 2017

Item Number: CA.H

BUDGET STATUS SHEET

Project No: **CP1617**

Project Title: **Lea Hill PRV Stations**

Project Manager: **Matthew Larson**

- ☐ Project Update

☐ Advertisement

☒ Contract Award

☐ Change Order Approval

☐ Contract Final Acceptance

Date: July 10, 2017

The "Future Years" column indicates the projected amount to be requested in future budgets.

Funds Budgeted (Funds Available)

Funding	Prior Years	2016	2017	Future Years	Total
460 Fund - Water		27,454	1,004,846		1,032,300
Total		27,454	1,004,846		1,032,300

Estimated Cost (Funds Needed)

Activity	Prior Years	2016 (Actual)	2017	Future Years	Total
Design Engineering - City Costs		17,076	20,821		37,897
Design Engineering - Consultant Costs		10,378	63,132		73,510
Design Engineering - Right of Way			920		920
PRV Procurement			144,579		144,579
Construction Contract Bid			686,433		686,433
Authorized Construction Contingency			75,000		75,000
Construction Engineering - City Costs			40,000		40,000
Construction Engineering - Consultant Costs			5,000		5,000
Total		27,454	1,035,885		1,063,339

460 Water Budget Status

	Prior Years	2016 (Actual)	2017	Future Years	Total
*460 Funds Budgeted ()		(27,454)	(1,004,846)		(1,032,300)
460 Funds Needed ()		27,454	1,035,885		1,063,339
*460 Fund Project Contingency ()		0	0		0
460 Funds Required		0	31,039		31,039

*(#) in the Budget Status Sections indicates Money the City has available.

**BID TABULATION
BID TOTALS SUMMARY**

Project Name: CP1617, Lea Hill Pressure Reducing Valve Stations, Contract 17-21

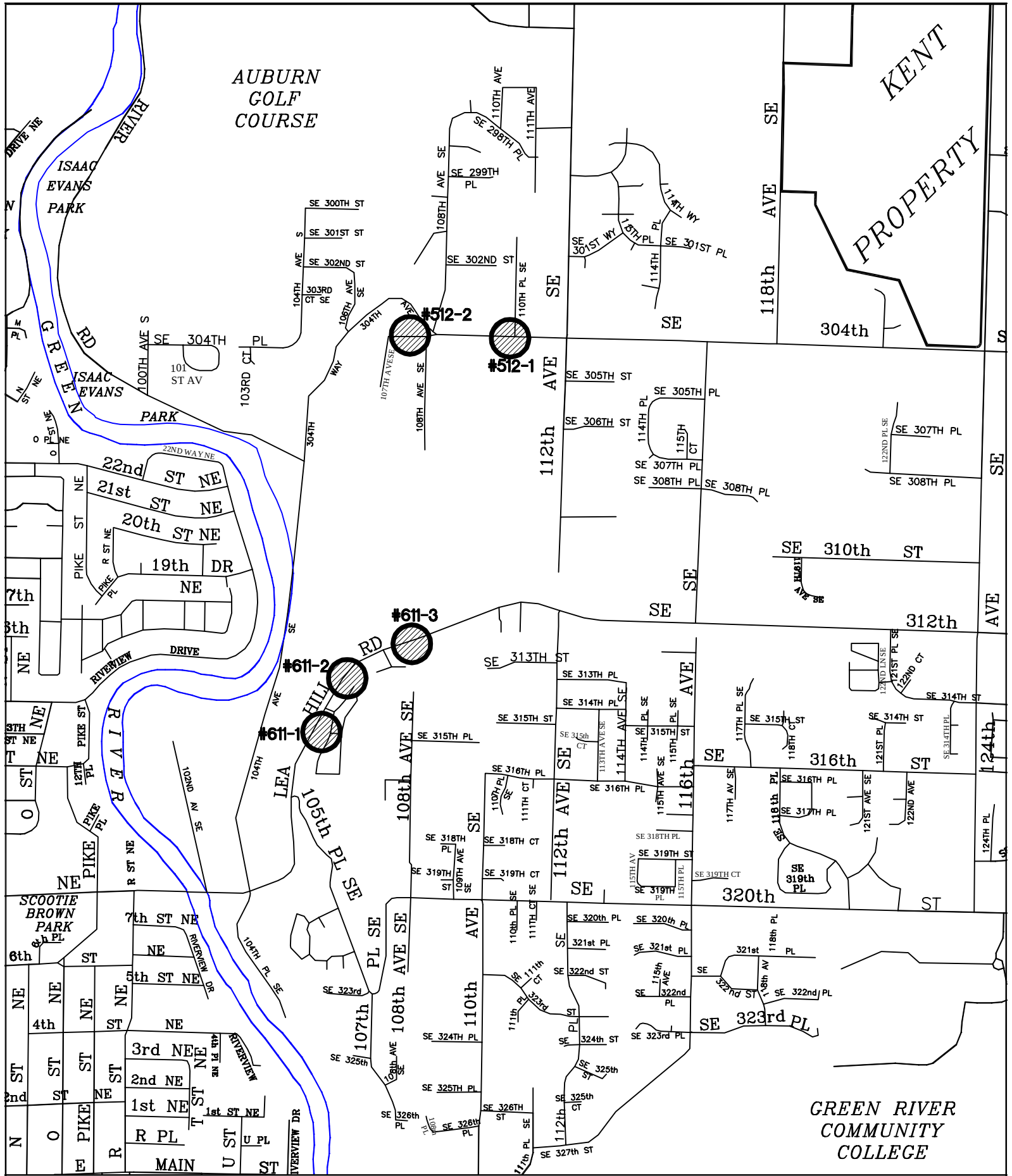
Prepared by: City of Auburn

Bid Date: 7/6/17

ENGINEER'S ESTIMATE:	\$	615,610.00		
AVERAGE BASIC BID AMOUNT	\$	700,407.20		
BASIC BID SPREAD AMOUNT:	\$	166,403.00	Basic BID Amount	Spread \$
				Spread %
LOW BIDDER:	Nova Contracting	\$ 624,030.00	\$8,420.00	1.37%
Second Bidder:	Gary Harper Construction	\$ 688,607.00	\$72,997.00	11.86%

	Basic BID (Tax not Included)	Total BID (Tax Included)
Nova Contracting	\$ 624,030.00	\$ 686,433.00
Gary Harper Construction	\$ 688,607.00	\$ 757,467.70
McClure and Sons, Inc	\$ 697,989.00	\$ 767,787.90
2KG Contractors	\$ 700,977.00	\$ 771,074.70
Ceccanti, Inc	\$ 790,433.00	\$ 869,476.30

NOTE: An evaluation of whether a bidder is responsible or non-responsible was only made for the low bidder. This does not indicate, one way or the other, how other bidders would be considered if they were the low bidder.



AUBURN
GOLF
COURSE

KENT
PROPERTY

GREEN RIVER
COMMUNITY
COLLEGE

LEA HILL PRV STATION IMPROVEMENTS PROJECT



VICINITY MAP

NOT TO SCALE

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CITY OF
AUBURN
WA
WASHINGTON





AGENDA BILL APPROVAL FORM

Agenda Subject:

Ordinance No. 6657

Date:

July 11, 2017

Department:

Planning and Development

Attachments:

[Ordinance No. 6657](#)
[Exhibit B - Matrix](#)

Budget Impact:

\$0

Administrative Recommendation:

City Council adopt Ordinance No. 6657.

Background Summary:

On May 8, 2017 staff presented to City Council a list of suggested code amendments that are intended to simplify areas of city code that routinely present challenges to both staff and developers. Item #3 of the list provided to City Council pertained to ACC 18.52.050.B.2. ACC 18.52.050.B.2 establishes a 40 foot setback for commercial drive aisle throat depth. Currently, the code allows this setback to be modified but it requires that consideration of this request go before the City Hearing Examiner as a formal variance. This means that a reduction in the 40 foot standard must fill out the variance application forms, pay the \$500 application fee, post a yellow notice board on the property, and conduct a public hearing before the Hearing Examiner renders a decision. The timeline associated with this process is significant because it essentially requires that review of the project be placed on hold while the variance process occurs. A typical variance is processed in 3 to 4 months.

As an alternative to a variance, staff is suggesting that a reduction in the 40 foot setback be considered administratively and that the code grant the City Engineer with the authority to make the decision. The 40 foot throat depth is based on the assumption that it provides queuing length for two vehicles. Generally, this is an appropriate design consideration for commercial parking lots and driveways. However, for commercial lots that are small or that lack much depth, the 40 foot commercial throat depth becomes a significant design challenge. In these instances staff believes that an alternative design can be developed that incorporates adequate queuing space within commercial parking lots.

The City Engineer is already granted authority to consider departures from adopted engineering design and construction standards. It is consistent with other sections of

city code to grant the City Engineer, instead of the Hearing Examiner, with the authority to consider an alternative engineered layout for parking lot design and vehicle queuing.

Attached to this agenda bill are the following:

Exhibit A - Ordinance No. 6657

Exhibit B - Matrix of Code Amendments Provided to City Council on May 8, 2017

Reviewed by Council Committees:

Councilmember:

Staff: Snyder

Meeting Date: July 17, 2017

Item Number: ORD.A

ORDINANCE NO. 6 6 5 7

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, AMENDING SECTIONS 18.52.050, OF THE AUBURN CITY CODE RELATING TO THE PROCEDURES UTILIZED FOR CONSIDERING MODIFICATION OF THE COMMERCIAL DRIVEWAY THROAT DEPTH STANDARD

WHEREAS, ACC 18.52.050.B.2 establishes a setback standard for commercial driveway throat depth; and

WHEREAS, ACC 18.70.015 does not list commercial driveway throat depth modifications as an administrative variance, therefore, such a request is classified as a decision rendered by the City Hearing Examiner; and

WHEREAS, commercial driveway throat depth is a project element that has been established in order to provide adequate on site vehicular queuing; and

WHEREAS, management of on-site vehicular queuing is directly related to overall transportation impact mitigation; and

WHEREAS, the City Engineer is designated as the City's responsible official for evaluating and approving the engineering components of a development proposal; and

WHEREAS, pursuant to ACC 18.68.020.C amendments to Title 18 for procedural or administrative matters that relate to the process of how a development application is reviewed are exempt from the procedural requirements of Chapter 18.68; and

WHEREAS, the City of Auburn has complied with the State Environmental Policy Act (SEPA), Chapter 43.21C RCW, and the City's Environmental Review Procedures, Chapter 16.06 ACC through a determination that the administrative modifications set forth in this ordinance are exempt from SEPA.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN, WASHINGTON, DO ORDAIN as follows:

Ordinance No. 6657
July 3, 2017

Section 1. Recitals Adopted. That the City Council hereby adopts the recitals contained in this Ordinance as Findings of Facts and Conclusions, as appropriate given the context of each recital and incorporates said recitals herein by this reference.

Section 2. Amendment to City Code. That Section 18.52.050 of the Auburn City Code be and the same hereby is amended to read as follows:

18.52.050 Parking design, development, and maintenance standards.

Required parking areas shall be designed, constructed and maintained in compliance with this section:

A. Location of Parking. Off-street parking areas shall be located as follows:

1. Residential Parking. Residential parking shall be located on the same site as each residential dwelling unit served; except for a mixed-use development as defined by ACC 18.04.625. No required residential parking space shall occupy any unimproved area within the required front setback, or side and rear setback, except as allowed by subsection E of this section, Surfacing of Parking Areas.

2. Nonresidential Parking. Nonresidential parking shall be located on the same site as the use served, or off site. If parking is to be located off site it is subject to the following requirements:

a. The lot or area to be utilized for parking shall be legally encumbered by an easement or other appropriate means to ensure continuous use of the parking facilities following the procedure contained in Table 18.52.030(1), Joint Use of Parking Facilities.

b. Whenever required parking facilities are located off site, sidewalks, or an approved pedestrian facility, shall be provided connecting the satellite parking facility to the development being served.

B. Access to Parking. Access to parking shall be provided as follows for all parking areas other than for individual single-family dwellings and duplexes.

1. The location, design and construction of entrances and exits from the street right-of-way shall be determined by the city engineer.

2. A commercial or industrial use shall have access driveways from the public or private street that are not intersected by a parking aisle, parking space, or another access driveway for a minimum distance of 40 feet from the street right-of-way, to provide a queuing area for vehicles entering and exiting the parking area. The city engineer may require an increase or a decrease of this as determined by criteria set forth in the Engineering Design Standards ~~a greater distance for uses with high vehicle trip generation or located along heavily traveled, city designated arterial streets.~~

C. Access to Adjacent Sites. The city may require that the design of a parking area to provide vehicle and pedestrian connections to parking areas on adjacent properties or to connect with adjoining public walkways (when a reciprocal access easement is available or can reasonably be provided).

D. Parking Stall and Aisle Dimensional Standards.

1. Minimum Dimensions. Each parking space and parking lot aisle shall comply with the minimum dimension requirements in Table 18.52.050 and further displayed in Figure 18.52.050.

Table 18.52.050 Parking Space and Drive Aisle Dimensions

Parking Stall Type	Minimum Stall Dimensions		Minimum Width for Drive Aisle with Parking(c)	
	Width(a)	Length(b)	One-Way	Two-Way
Standard parallel	9 ft.	22 ft.	12 ft.	20 ft.

Table 18.52.050 Parking Space and Drive Aisle Dimensions

Parking Stall Type	Minimum Stall Dimensions		Minimum Width for Drive Aisle with Parking(c)	
	Width(a)	Length(b)	One-Way	Two-Way
Standard 45-degree	9 ft.	19 ft.	15 ft.	20 ft.
Standard 60-degree	9 ft.	19 ft.	18 ft.	20 ft.
Standard 90-degree	9 ft.	19 ft.	20 ft.	24 ft.
Compact	8 ft.	16 ft.	20 ft.	22 ft.

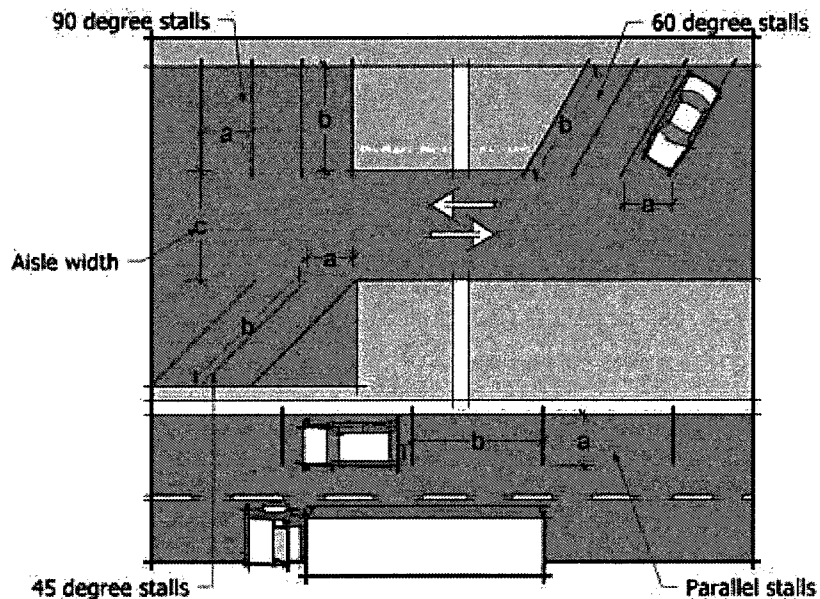


Figure 18.52.050 – Parking Space and Drive Aisle Dimensions

2. Compact Parking. Compact spaces may be allowed within a parking lot up to a maximum of 30 percent of the total number of spaces. This maximum percentage can be increased to 50 percent when approval is obtained by the planning director following the procedures contained in ACC 18.52.135, Alternative parking layouts. Compact spaces can be clustered or dispersed throughout the parking lot. Every compact parking space created pursuant to this section shall be clearly identified as such by painting the word "COMPACT" in upper case block letters, using white paint, on the pavement within the space or through the use of signage.

3. Vehicle Overhang. Vehicular overhang of up to two feet is permitted, provided no vehicle shall overhang into a sidewalk or walkway which would reduce the unencumbered width of a sidewalk or walkway to less than four feet. A vehicle is permitted to overhang into a landscaped area by two feet; provided, that the required landscape area of trees and shrubs are not reduced in quantity and not subject to potential damage.

E. Surfacing of Parking Areas. Areas used for parking on private property, including interior driveways and access to a public street, shall be paved with asphalt concrete, cement concrete pavement, or pervious pavement and shall have appropriate bumper guards where needed. Paving is not required for temporary parking facilities that have obtained a temporary use permit pursuant to the requirements of Chapter 18.46A ACC, Temporary Uses; however, dust mitigation is required. Where a driveway crosses an improved public right-of-way, it shall be constructed with cement concrete. All pavement sections shall be designed to support the post development traffic loads anticipated due to the intended use as approved by the city engineer.

1. Alternative paving systems may be provided subject to the approval of the city. The alternative must provide results equivalent to paving.

2. For parking areas serving single-family dwellings and duplexes when located on individual lots, this section shall apply:

a. Each off-street parking space shall be connected to an improved street or alley by a driveway a minimum of 11 feet in width.

b. Not more than 50 percent of the front yard or 800 square feet, whichever is smaller, can be used as off-street parking surface. For the purposes of calculating the allowable area under this section, the front yard shall be the area between the right-of-way and the portion of the single-family dwelling's front facade farthest from the right-of-way. The width of the front yard shall extend to each side property line.

c. Driveways that exclusively serve nonrequired off-street parking spaces are also subject to the surfacing requirement.

d. Off-street vehicle parking spaces, including those for trailers, recreational vehicles, and boats on trailers, that are provided in addition to those required pursuant to Table 18.52.020 shall be paved with one of the surfaces listed above (subsection E of this section), or gravel; provided, that weeds, mud or other fine material do not work their way to the surface of the gravel; and provided, that loose gravel is contained on the subject property.

e. Boats not on trailers shall not be stored in the front yard.

F. Grades of Access Driveways. The grade of access driveways for off-street parking areas shall be subject to the driveway regulations contained in Chapter 10.04 of the engineering design standards.

G. Sidewalks or Pedestrian Walkways. Sidewalks or pedestrian walkways shall be visibly marked with differentiated pavement or other methods such as reflective/LED markers, double row of landscaping, or raised pavement.

H. Landscaping. See Chapter 18.50 ACC.

I. Lighting. See Chapter 18.55 ACC.

Section 3. Implementation. The Mayor is hereby authorized to implement such administrative procedures as may be necessary to carry out the directions of this legislation.

Ordinance No. 6657
July 3, 2017

Section 4. Severability. The provisions of this ordinance are declared to be separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section or portion of this ordinance, or the invalidity of the application thereof to any person or circumstance shall not affect the validity of the remainder of this ordinance, or the validity of its application to other persons or circumstances.

Section 5. Effective Date. This Ordinance shall take effect and be in force five days from and after its passage, approval and publication as provided by law.

Introduced: _____

Passed: _____

Approved: _____

CITY OF AUBURN

NANCY BACKUS, MAYOR

ATTEST:

Danielle E. Daskam, City Clerk

APPROVED AS TO FORM:



Daniel B. Heid, City Attorney

PUBLISHED: _____

Ordinance No. 6657
July 3, 2017

Exhibit B: Recommended Potential Code Changes Matrix for 2017 Action

Code	Description	Impact
ACC 18.02.065	This section of code defines the method for calculating residential density. It requires that allowable density be based on “net site area” vs. gross site area. Net site area is determined by removing right of ways, critical areas, and storm tracts. By removing all of these areas the developer experiences a reduction in the number of lots that are allowed. The list of areas that must be removed can be revisited to see if the standard is resulting in too much reduction.	A number of residential developers have expressed concern over the number of lots that are lost as a result of our methodology for calculating density. It has led to several mid-size lots (e.g. 5 acres) being deemed unviable for subdivision. Modifying the current method for residential density calculation will make more properties viable.
ACC 18.25	This chapter of city code establishes “infill” development standards. The infill standards apply to smaller parcels that are located in the midst of already developed areas. Due to their size they are more difficult to develop and meet city standards. The infill section allows flexibility in certain sections of code in order to make these properties more viable. An area of flexibility that is not included is public right of way improvements. Often times the public right of way improvements make development of the site cost prohibitive.	By granting relief from some or all of the public right of way improvements, 2 and 3 lots short plats become more viable and likely to occur. Infill is important for achieving Growth Management Act (GMA) objectives.
ACC 18.52.050.B.2	Current code establishes a 40-foot setback for drive aisle throat depth. This can be reduced but because this section is located in the zoning code the process to reduce is a variance through the Hearing Examiner. It is more appropriately a decision of the City Engineer through a deviation process. This could be accomplished by either eliminating this section and moving it to the Engineering Design standards or modifying it to reference the Engineering Design standards.	This standard routinely comes up as a problem for commercial developers – especially on smaller sites. The variance process is time consuming and expensive and puts the decision in the hands of the Hearing Examiner (who is not an Engineer). Additionally, the standard really pertains more to engineering layouts than land use. This means that the City Engineer has better technical qualifications to consider deviation from this standard.
ACC 18.68.030.B.1.b	Current code requires all Comprehensive Plan map changes to go before Planning Commission and City Council. It also requires all rezones to go before Hearing Examiner and City Council. When a Comprehensive Plan map change is allowed, eliminate requirement that the rezone go before the Hearing Examiner so that City Council can take action on both items at the same time.	Current process is very linear and creates a burdensome process. There is no reason that City Council should have to take action twice. By eliminating this type of rezone from going through the Hearing Examiner process it will save the \$2,000 cost of the rezone and eliminate 6 months of process while achieving the same outcome.
ACC 12.64A.020.A-B	This section of code defines when new development or re-development will be required to construct half street improvements. Triggers for re-development include the value of the improvements compared to the property value based on the current County Assessor records, additional parking, or additional new driveway access points.	Concern is often expressed in a re-development project about the requirement to build half streets and the additional cost of the improvement. For new development concern is often expressed by small developments (1 single-family house, etc.) about the additional cost for completing half street improvements. This also impacts in-fill development which triggers these requirements as they are currently written.
ACC 13.32A	This section of code defines when new development or re-development will be required to underground the overhead wiring that may span their property frontage.	Concerns are similar to the concerns for half street improvements.



AGENDA BILL APPROVAL FORM

Agenda Subject:

Resolution No. 5305

Date:

July 12, 2017

Department:

Administration

Attachments:

[Resolution No. 5305](#)

Budget Impact:

\$0

Administrative Recommendation:

City Council adopt Resolution No. 5305.

Background Summary:

The Housing and Urban Development (HUD) Annual Action Plan is a requirement of all Community Development Block Grant entitlements to receive their annual fund allocation. The 2017 Action Plan details what projects will be completed using Community Development Block Grant funds in Auburn by the end of the program year.

Reviewed by Council Committees:**Councilmember:****Staff:**

Hinman

Meeting Date: July 17, 2017

Item Number: RES.A

RESOLUTION NO. 5305

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
AUBURN, WASHINGTON, ADOPTING THE 2017 COMMUNITY
DEVELOPMENT BLOCK GRANT ACTION PLAN FOR THE
CONSOLIDATED PLAN YEARS 2015-2019

WHEREAS, the City of Auburn was designated as an entitlement community by the U.S. Department of Housing and Urban Development (HUD) for its Community Development Block Grant (CDBG) Program; and

WHEREAS, the primary objective of the Consolidated Plan and CDBG Program is the development of viable urban communities by providing decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low-income and moderate-income; and

WHEREAS, to be eligible for funding, the City of Auburn must annually update the action plan for its Consolidated Plan that serves as a federally required planning document to guide the City of Auburn's human service and community development efforts; and

WHEREAS, the planning process to develop the Consolidated Plan involved citizen participation and guidance from non-profit and governmental agencies serving low income residents in the community; and

WHEREAS, the City Council of the City of Auburn heard and considered public comment about its proposed 2017 Action Plan.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF AUBURN,
WASHINGTON, DOES HEREBY RESOLVE TO:

Section 1. Pursuant to provisions of 24CFR91, the City hereby adopts the
2017 Action Plan for the Consolidated Plan for Years 2015-2019, attached hereto
and denominated as Exhibit "A".

Section 2. The Mayor is hereby authorized to implement such administrative
procedures as may be necessary to carry out directions of the legislation.

Section 3. This Resolution shall be in full force and effect upon passage and
signatures hereon.

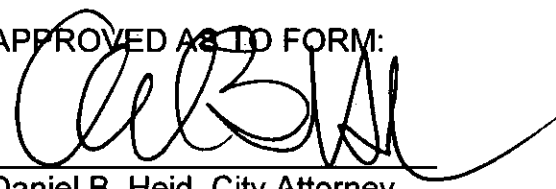
DATED and SIGNED this _____ day of July, 2017.

NANCY BACKUS, MAYOR

ATTEST:

Danielle Daskam, City Clerk

APPROVED AS TO FORM:



Daniel B. Heid, City Attorney

Resolution No. 5305
July 12, 2017
Page 2 of 2

Executive Summary

AP-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

Each year the City of Auburn executes specific actions to implement the goals and strategies of the Consolidated Plan for Years 2015-2019. Actions that will be undertaken in 2017 are outlined in this Annual Action Plan.

The City of Auburn anticipates the receipt of approximately \$428,078.00 in Community Development Block Grant (CDBG) funds in 2017. Auburn's CDBG funds will be combined with 1% of the City's General Funds which totals the city's Human Services budget. Human Services oversees and is responsible for providing and managing financial resources to more than 30 non-profit agencies that serve the Auburn community, administering the local housing repair program, and developing collaborations among community partners to strengthen the response to residents in need.

The 2017 Action Plan proposes to allocate \$64,000.00 of CDBG funds to public services. Most of those funds (\$54,000.00) will be used to provide dental and medical care to uninsured or under insured low income Auburn residents and \$10,000.00 for employment training.

Approximately \$80,000.00 of the CDBG funds will be allocated to program administration, which includes planning and citizen participation. The remaining \$280,000.00 will be allocated to residential rehabilitation and economic development projects.

The City of Auburn is committed to focusing more on achieving solutions to recurring social problems and achieve a greater collaboration among service providers. Overall the implementation of the 2017 Action Plan is progressing as planned and most of the activities listed are underway.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

With the overall goal of reducing the number of people living in poverty within the City of Auburn, the following objectives and outcomes will be employed:

1. Support job training activities as part of an anti-poverty strategy

2. Support low- and moderate-income neighborhoods, and populations with economic and neighborhood development activities, including physical infrastructure.
3. Support accessibility to affordable health care

To accomplish these outcomes and objectives, the City invests in programs that meet the community basic needs, increase self sufficiency, provide economic opportunity and develop a safe community.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

During the past year Auburn has accomplished significant achievement on its programs and impacted the lives of thousands of residents. In 2016 alone, projects funded by the City completed the following:

- Over 50 senior and/or disabled homeowners received housing repair services.
- 12 Auburn small businesses received technical assistance to expand or start up in Auburn benefitting Low to Moderate income areas.
- Over 300 low to moderate income residents received free or low cost medical and/or dental care
- 20 low to moderate income Auburn residents received employment training and supportive services

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Drafts of the Action Plan were made available for public at City Hall and notices of its public view are publicized in the local newspaper.

The City of Auburn in conjunction with the Consortium consulted with multiple public and private agencies during the development of the consolidated plan. Agencies that participated in consultations included: The King County Housing Authority, King County All Home, other government human service providers and nonprofit agencies delivering services in Auburn and the subregion.

In addition to conducting consultations during the development of the plan, the City of Auburn collaborates and works closely with numerous coalitions, committees and government entities.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

6. Summary of comments or views not accepted and the reasons for not accepting them

7. Summary

Auburn residents along with stakeholders, community partners, service providers and others were consulted during the development of the Action Plan. They provided valuable input that supported to the development of the outcomes and objectives listed in the plan.

The City of Auburn will continue to use all of its funds to support residents of low/moderate income while maintaining a focus on underserved and special populations.

PR-05 Lead & Responsible Agencies - 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	AUBURN	
CDBG Administrator		
ESG Administrator		

Table 1 – Responsible Agencies

Narrative

Consolidated Plan Public Contact Information

Erica Azcueta, Human Services Manager

eazcueta@auburnwa.gov

AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

The City of Auburn consults with multiple public and private agencies during the development of the Action Plan. Agencies that participated in consultations included: The King County Department of Community and Human Services, nonprofit agencies delivering services in Auburn and the subregion as well as City of Auburn internal partnerships.

In addition to conducting consultations during the development of the plan, the City of Auburn collaborates and works closely with numerous coalitions, committees and government entities throughout the duration of the plan in efforts to enhance strategies and systems to meet established goals and objectives on the plan.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

The City of Auburn works closely with partnering King County jurisdictions, public housing authorities and health providers to develop systems in order to improve the quality of service and access for low-income residents as well as the community as a whole within the city and throughout the region. Additionally, the City participates in monthly meetings with King County Community and Human Services, Public Health King County, Valley Cities, the Multi-Service Center and King County Housing Authority to review program progress and delivery of services funded through regional efforts. This group has worked collaboratively to fund a full-time position to address housing and homeless related issues in the South King County region.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

In Coordination with the King County CoC, Auburn supported funding programs such as the Valley Cities Landing, Nexus Youth and Families Severson House and the YWCA Auburn Transitional Housing Program. All programs provide housing and supportive services to homeless persons (including homeless Veterans, families, chronically homeless individuals and unaccompanied youth).

Coordinating the CoC is critical to our region's implementation of the King County All Home ten-year strategic plan on homelessness which in turn will help homeless persons meet three goals:

- achieve residential stability
- increase their skill levels and/or incomes

- strengthen their ability to influence decisions that affect their lives

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

All projects receiving CoC funding are required by HUD to apply for support through a local Continuum of Care. For King County, the Continuum of Care encompasses programs and activities within the borders of King County. Each continuum sets funding priorities and need for its community. The King County CoC priorities are set by All Home King County. Auburn staff contribute to the CoC by working collaboratively with All Home on efforts for King County to ensure coordination efforts between the two entities.

2. Agencies, groups, organizations and others who participated in the process and consultations

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	KING COUNTY
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	

Identify any Agency Types not consulted and provide rationale for not consulting

The City of Auburn consulted with all types of organizations that primarily serve the populations focused on in the Action Plan and implemented programs that addressed the greatest need in the community.

The only types of organizations not consulted with were corrections facilities and homeless shelters. The rationale for not consulting with these facilities is that the City does not host either type of organization in the region.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	King County	The goals of Auburn's Strategic Plan overlap with the goals of the CoC to address the needs of homeless residents in the community and reduce the risk of homelessness.

Table 3 - Other local / regional / federal planning efforts

Narrative

AP-12 Participation - 91.401, 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

Citizen participation plays a crucial role in the success of the City's Annual Action Plan. The goals are to hear the community's feedback and recommendations on how CDBG funds should be invested and how services can coordinate to achieve the greatest impact.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Newspaper Ad	Non-targeted/broad community		No comments were received.		

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.420(b), 91.220(c) (1, 2)

Introduction

The City of Auburn anticipates funding for the duration of the Consolidated Plan from

- CDBG
- City of Auburn General Fund allocation for Human Services

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	428,078.00	0	0	428,078.00	1,500,000.00	
General Fund	public - local	Public Services	500,000.00	0	0	500,000.00	2,000,000.00	

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how

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2017

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matching requirements will be satisfied

The City of Auburn relies on CDBG funds to support community and economic development projects and activities in efforts to support low to moderate income populations become self sufficient and sustain affordable housing. However, CDBG funds are not the only source of funds the City uses to support community projects and activities.

The City's general funds are used to support direct services benefitting Auburn's at risk populations in addition to CDBG funds.

CDBG funds do not require matching funds.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

N/A

Discussion

The City of Auburn will use CDBG funds to support all eligible projects and activities that align with CDBG guidelines and regulations.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Ensure a Suitable Living Environment	2015	2019	Non-Housing Community Development		Homeless Prevention and Intervention Economic Opportunity	CDBG: \$66,664.00	Businesses assisted: 20 Businesses Assisted
2	End Homelessness	2015	2019	Homeless		Homeless Prevention and Intervention	CDBG: \$62,500.00	Homelessness Prevention: 150 Persons Assisted Jobs created/retained: 15 Jobs
3	Ensure Decent, Affordable Housing	2015	2019	Affordable Housing Public Housing		Affordable Housing Development and Preservation Neighborhood Revitalization	CDBG: \$289,950.00	Homeowner Housing Rehabilitated: 55 Household Housing Unit
4	Planning and Administration	2015	2015	Planning and Administration			CDBG: \$100,000.00	

Table 6 - Goals Summary

Goal Descriptions

1	Goal Name	Ensure a Suitable Living Environment
	Goal Description	

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2	Goal Name	End Homelessness
	Goal Description	
3	Goal Name	Ensure Decent, Affordable Housing.
	Goal Description	
4	Goal Name	Planning and Administration
	Goal Description	

Table 7 – Goal Descriptions

AP-35 Projects - 91.420, 91.220(d)

Introduction

Auburn's Annual Action Plan provides descriptions of proposals of how funds will be prioritized to achieve goals identified in the Consolidated Plan. Projects funded by the City will address the priority needs of providing assistance to prevent homelessness, ensure affordable housing and a suitable living environment. Projects and programs are selected through a competitive application process to ensure optimal quality services is provided to the community in use of the funds.

#	Project Name
1	HOUSING REPAIR
3	ADMINISTRATION
4	HEALTHPOINT
5	Employment Training Program
6	GRCC SMALL BUSINESS ASSISTANCE
7	Sidewalk Improvement Project

Table 8 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The allocations proposed are based on the assessment of Auburn's needs, the resources available in the region, the availability of other funds also focusing on needs, and the purpose of Consolidated Plan funds.

Should CDBG revenues exceed the proposed amount, the additional resources shall be allocated in accordance to the following guidelines:

- Fill gaps in human services primarily healthcare, homeless prevention and intervention and affordable housing accessibility.
- Increase funding for community development projects and activities including housing, community facilities and economic development.

If increases are not significant enough to enhance projects or activities funds may be placed in contingency for programming later in the year or the following program year.

Should CDBG revenues come in lower than anticipated; the City will continue with its planned policy and to the extent allowed reduce funding allocations in physical development projects and administrative activities.

Should CDBG revenues come in less than originally proposed, the City will continue managing the programs with decreased resources to the extent possible and reduce funding allocations

in administrative activities and not public services.

If exceeded revenues are not significant enough to enhance or fund a project, funds may be placed in contingency for programming later in the year or in the next program year.

AP-38 Project Summary

Project Summary Information

1	Project Name	HOUSING REPAIR
	Target Area	
	Goals Supported	Ensure a Suitable Living Environment End Homelessness Ensure Decent, Affordable Housing
	Needs Addressed	Affordable Housing Development and Preservation Neighborhood Revitalization
	Funding	CDBG: \$228,000.00
	Description	Maintain the affordability of decent housing for very low-income Auburn residents by providing repairs necessary to maintain suitable housing for low income Auburn homeowners.
	Target Date	12/29/2017
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 50 low to moderate income families will benefit from the housing repair program. As the City's largest homeless prevention program, housing repair ensures the sustainability of a safe home for some of Auburn's most vulnerable residents. Of the 50 low to moderate income residents who apply for the program, over half of them are of the senior and disabled population.
	Location Description	n/a
	Planned Activities	Activities include minor home repairs.
2	Project Name	ADMINISTRATION
	Target Area	
	Goals Supported	Planning and Administration

	Needs Addressed	
	Funding	CDBG: \$75,000.00
	Description	General administration and project management
	Target Date	12/29/2017
	Estimate the number and type of families that will benefit from the proposed activities	n/a
	Location Description	n/a
	Planned Activities	General planning and administration of the CDBG programs include: management of the housing repair program, management of all CDBG-related finances, all grant reporting, monitoring of subrecipients and providing guidance of program implementation in Auburn.
3	Project Name	HEALTHPOINT
	Target Area	
	Goals Supported	End Homelessness
	Needs Addressed	Homeless Prevention and Intervention
	Funding	CDBG: \$54,000.00
	Description	Providing healthcare services which include medical and dental to 235 or more low to moderate income, Auburn residents.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	Over 235 low to moderate income Auburn residents will have benefitted from the proposed activities.
	Location Description	n/a

4	Planned Activities	Activities include medical and dental services to residents of Auburn.
	Project Name	Employment Training Program
	Target Area	
	Goals Supported	End Homelessness
	Needs Addressed	Homeless Prevention and Intervention
	Funding	CDBG: \$10,000.00
	Description	Provide employment training supportive services to approximately 15 low to moderate income Auburn residents so that at least half of them can find and sustain a job. This project is a public service.
	Target Date	12/29/2017
	Estimate the number and type of families that will benefit from the proposed activities	10 low to moderate income Auburn residents will benefit from the employment training program.
	Location Description	n/a
5	Planned Activities	Planned activities include employment training supportive services to Auburn residents.
	Project Name	GRCC SMALL BUSINESS ASSISTANCE
	Target Area	
	Goals Supported	Ensure a Suitable Living Environment
	Needs Addressed	Economic Opportunity
	Funding	CDBG: \$20,000.00
	Description	Create economic opportunities by providing the availability and access to counseling and training for approximately 25 Auburn residents who are either trying to sustain or create a small business and collectively generate 10 or more jobs.
	Target Date	12/29/2017

	Estimate the number and type of families that will benefit from the proposed activities	The Green River Small Business Assistance Center will benefit 21 small business owners in Auburn.
	Location Description	417 Ramsay Way, Suite 112 Kent, WA 98032
	Planned Activities	Business classes and technical assistance and individualized supportive assistance for business owners in Auburn to create or expand small businesses.
6	Project Name	Sidewalk Improvement Project
	Target Area	
	Goals Supported	Ensure a Suitable Living Environment
	Needs Addressed	Neighborhood Revitalization
	Funding	CDBG: \$40,000.00
	Description	The purpose of this project is to reconstruct sections of sidewalk that are in poor condition or pose a risk as tripping hazards. The project will also improve connectivity where sections of sidewalk are missing from the pedestrian network in low to moderate income areas of Auburn.
	Target Date	12/29/17
	Location Description	South Auburn
	Planned Activities	The project will add curb ramps where barriers exist or rebuild existing curb ramps to meet ADA standards.

AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The City of Auburn intends on distributing funds throughout the jurisdiction.

Geographic Distribution

Target Area	Percentage of Funds

Table 9 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

n/a

Discussion

Due to the fact that all areas of Auburn have low to moderate income families dispersed throughout the entire City, the City intends on investing throughout the entire jurisdiction to ensure that all populations throughout the region have access to beneficial programs and housing opportunities.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

The City of Auburn will continue to work with service providers throughout the region in coordination to develop systems and strategies to promote their efforts in providing optimal, easily accessible services. The City will work to reduce the number of families in poverty, sustain relationships with employment training agencies, and work to preserve the affordable housing stock in our community.

Actions planned to address obstacles to meeting underserved needs

By establishing a strong foundation of networks between local service providers, stakeholders and government agencies through committees and coalitions, the City will work in partnership to address obstacles and ameliorate barriers to meeting underserved needs. The collaborated organizations will develop detailed strategic plans that will delegate tasks, build systems and ongoing assessment of service delivery.

Actions planned to foster and maintain affordable housing

The City will continue to maintain the affordability of decent housing for low income Auburn residents by allocating over \$200,000.00 of CDBG funds to the City's Housing Repair Program. The program provides emergency repairs necessary to maintain safe housing for up to 55 Auburn homeowners, many of whom are senior citizens and/or are experiencing barriers safely accessing their homes due to physical disabilities or impairment.

In addition to Auburn's Housing Repair program, the City will maintain affordable housing by continuing to engage and partner with coalitions, committees and other government agencies to integrate and enhance efforts on the issue.

Actions planned to reduce lead-based paint hazards

The City of Auburn will continue to implement U.S. Department of Housing Urban Development (HUD) regulations to protect residents from lead-based paint hazards in housing that is financially assisted by the federal government. The requirements apply only to housing built prior to 1980, the year lead-based paint was banned nationwide for consumers.

Actions planned to reduce the number of poverty-level families

The City of Auburn's actions planned to reduce the number of poverty-level families include but are not

limited to:

- Allocating \$10,000.00 to employment and training programs
- Allocating more than \$65,000.00 to healthcare services targeted at families who are uninsured or underinsured
- Participate and partner with coalitions, committees and agencies that provide antipoverty services to develop and enhance strategies and efforts to reduce poverty level families
- Supporting the development and sustainability of affordable multi-family housing in Auburn
- Support and continue to fund programs serving families living in poverty

Actions planned to develop institutional structure

The City's planned actions to address the gaps and weaknesses identified in the strategic plan include:

- Maintaining partnerships with and participating in the South King County Homeless Coalition, the Committee to End Homelessness of King County and other regional human service providers, coalitions and committees who address homeless issues. The City will also continue to work collaboratively with partnering organizations and groups to integrate and enhance services to provide optimal services to individuals and families currently experiencing or at risk of homelessness. In addition, the City will allocate more than \$45,000.00 to emergency shelters and transitional housing and more than \$60,000.00 to emergency services such as food, financial assistance, clothing and healthcare.
- Take a comprehensive approach to consolidated and comprehensive planning to include all internal City departments, commissions, committees and task force.

Actions planned to enhance coordination between public and private housing and social service agencies

The City of Auburn has heavily contributed and intends to continue cultivating relationships between public and private housing and social service agencies. In addition, the City will continue to participate in collaborations with the South King County Homeless Forum, the South King County Council of Human Services, King County Housing Development Consortium and the Seattle-King County Joint Planners Meeting.

In 2016 the City of Auburn started participating in Affordable Housing Week through the Housing Development Consortium along with other public and private housing agencies in King County to continue our partnerships in providing affordable housing in the region.

Discussion

The expressed goal of the City's Consolidated Plan is to reduce the number of people living in poverty within Auburn. The City intends to give funding priority to programs that in addition to complying with

federal regulations and address a priority an outlined in the Consolidated Plan are consistent with all of the goals and objectives identified.

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

The City of Auburn will use all CDBG funds to support projects and activities benefiting low and moderate income residents. The full allowable amount of funds will be used for Public Services and Planning and Administration with the remaining balance intended for housing rehab services and economic development.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

Discussion

The City of Auburn will continue to use all of its funds to support residents of low/moderate income while maintaining a focus on underserved and special populations.

